

**DULLES SHRM BOARD OF DIRECTORS
MEETING MINUTES FOR JUNE 4, 2018**

Board Members Present:

1. President – Beth van Burk
2. Secretary/Certification Representative – Tricia Kleber
3. Treasurer – Jennifer Regis
4. Vice President, Programs – Nicole Davis
5. Vice President, Sponsors – Diana Wilson-Shirley
6. Registration Coordinator – Charlan Cornwell
7. Legislative Liaison – Meredith Bergeson
8. Legislative Liaison – Matt Nieman
9. Community Outreach – Mary Khattak
10. Marketing – Erin Moody
11. Past President – Mary Roome-Godbolt (phone)
12. Past President – Linda White
13. Director at Large – Hannah Nyberg

Vacant Positions

1. Director, Diversity/Workforce Education – Vacant
2. Student Chapter Liaison and Scholarship Coordinator – Vacant
3. SHRM Foundation Representative - Vacant

Board Members Absent:

1. President Elect – Rae Duffy
2. Vice President, Membership – Ryan Haywood
3. Vice President, Programs - Janine Onorio
4. Director, Discussion Group – Laurie Smith
5. Student/Emerging Professional Liaison – Shareem Annan
6. Past President – Amy Civilikas

MEETING STARTED – 6:07 pm

Secretary's Report/Minutes: Tricia Kleber circulated the May minutes last week and asked for any changes/corrections. There were no changes. We did not have enough members to vote on the May minutes, so those will be sent out via e-mail for approval.

Treasurer's Reports: Jennifer Regis reported the following balances as of June 32018:

- BB&T Checking – \$7,740.19
- BB&T Savings – \$28,971.13
- PayPal – \$1,453.08

The taxes have been completed and sent off. Jennifer sent out financials and stated that they looked pretty good.

Sponsors: Diana Wilson-Shirley reported that our meeting sponsor for June is Payroll Network.

We had \$7,500 from sponsors from the spring seminar. She is still trying to get one sponsor to pay; Jennifer will follow up with sending that sponsor an invoice.

There was some conversation around having 2 prices for sponsors – 1 for educational events and 1 for social events. We will continue to talk about how we want to structure the payments for the sponsors for 2019. In addition, it was suggested that we start having the sponsors sign a contract.

Diana will send out a link to the online photo booth gallery. We might want to consider doing this again at the holiday party; we can get a discount on the price.

Diana mentioned a potential unique team building activity for our November meeting through ArtPropel. More information on this will be forthcoming.

Membership: Ryan Haywood stated that as of June 4, we have 112 active members and 5 pending members. We did have 1 member join after the Spring Seminar.

Programs: Janine Oronio

The programs for the year are:

- January – Engagement Survey Data
- February – Building a Competency Framework
- March – Cancelled and moved to July
- April – Aligning HR Strategy and Business Strategy
- May – FMLA/ADA/WC – Bermuda Triangle
- June – Influence without Authority
- July – Building a Robust Strategy for Career Development
- August – Essential Compensation
- September – Legal Update
- October – Diversity Partnering with our Discussion group
- November – Social Media in the Workplace
- December – Holiday Party

She is starting to look at filling up the 2019 calendar.

Spring Seminar Rae Duffy and Charlan Cornwell reported that for the Seminar, we had 52 attendees, 10 sponsors, 5 speakers and 1 community outreach speaker, for a total of 58 attendees (some speakers and sponsors were also attendees). We collected \$82 for the 50/50 raffle. Stephanie Langley won the raffle, and she donated her winnings to

Embry Rucker. We collected \$185 for Embry Rucker. We donated \$125 to the SHRM Foundation on behalf of the 5 speakers.

Registration: Charlan Cornwell reported that for the May meeting, there were 24 registrants (22 attendees and 2 walk-ins), 1 monthly sponsor, and 1 speaker, for a total of 26 attendees. We did not have an annual sponsor there.

There are 3 people registered for the June Chapter meeting.

Charlan will reach out to the hotel to see if we can get a different meeting room that has most room, since many times we are still cramped in the meeting space. She will also look at other hotels to see if there is something that might be better suited for us.

Community Outreach – Mary Khattak stated that she is working with Jack Kent Cooke Foundation on an event regarding their Career Pathways Exchange on Saturday August 4. For 3 hours, there will be 72 mock interviews, and JKCF would like our help with these mock interviews. Mary R-G has a presentation for interviewing that we could use. Mary will follow up with Mary R-G to help with this.

Discussion Group: Laurie Smith was not in attendance, so we do not know how many people are registered for the June discussion group.

Media/Communication: Erin Moody shared that we have 937 members in our LinkedIn Group Page, which is 6 more than last month. She is going to do a “save the date” posting with our upcoming events.

Certification: Tricia Kleber reported that the June meeting has been approved for SHRM and HRCI general credits. The June discussion group has also been approved for SHRM credits.

Legislative: Matt Nieman talked about organizations having arbitration agreements and having employees sign them. There are many class action lawsuits going on, and an arbitration agreement could help limit the lawsuits. The agreements could also help with FLSA issues.

Student Chapter: Amy Civilikas was unable to attend but sent information stating that the VA State Council is hosting a Student Conference and Competition in October 2018. The competition will be like the student competitions that National SHRM used to host. The winner of this competition will present at the VA State Conference in Spring 2019.

Chapters are being asked to contribute \$200 to help with the costs of hosting the competition. Amy will provide more details as they become available. She feels that this is a wonderful opportunity for Dulles SHRM to participate and support VA State Council and connect with students who will be graduating and potentially looking for employment in NOVA.

We are questing why we should do this and what our benefit is to contribute to this competition. We will put this to a vote once we get more information on it.

SHRM Foundation: Amy Civilikas was unable to attend, but she submitted her information via e-mail. At the May meeting, we collected \$15 for the SHRM Foundation and \$30 for Embry Rucker. Diana Wilson-Shirley won the free meeting.

To Do

Beth will send out information the VA SHRM Council's Student Competition. NOTE: This information was sent out on June 6, and we did vote via e-mail to approve us donating \$200 to the competition.

Next Board Meeting: Monday, August 6, 2018 at 6:00 p.m. This meeting will be a live meeting.

Meeting adjourned: 7:24 pm

Respectfully submitted,
Tricia Kleber

Last edited July 30, 2018